



DEPARTMENT OF THE NAVY
NAVAL WEAPONS STATION YORKTOWN
P.O. DRAWER 160
YORKTOWN, VA 23691-0160

WPNSTA YORKTOWNINST 3006.2B
DP
15Mar04

NAVAL WEAPONS STATION YORKTOWN INSTRUCTION 3006.2B

Subj: HURRICANE/DESTRUCTIVE WEATHER PREPAREDNESS

Ref: (a) OPNAVINST 3140.24E
(b) COMLANTFLTINST 3440.1
(c) COMNAVREGMIDLANT/SOPA (ADMIN) HAMPINST 3141.1
(d) WPNSTA YORKTOWNINST 3440.1

Encl: (1) Hurricane Readiness Conditions Action Table
WPNSTA EOC
(2) Hurricane Readiness Conditions Action Table
Self Help
(3) Hurricane Readiness Conditions Action Table
Public Works Officer
(4) Hurricane Readiness Conditions Action Table
WPNSTA Yorktown Dockmaster Storefront
(5) Hurricane Readiness Conditions Action Table
Tenant Command & Storefronts
(6) WPNSTA YORKTOWN Base Map
(7) Cheatham Annex Base Map
(8) List of Occupied Buildings
(9) WPNSTA Yorktown Debris Removal Plan
(10) CAX Debris Removal Plan

1. Purpose. To establish policy, prescribe procedures, and assign responsibility for the preparation and implementation of checklists by each tenant command/storefront designed to improve destructive weather preparedness and recovery aboard Naval Weapons Station Yorktown (WPNSTA Yorktown) and Naval Weapons Station Yorktown Cheatham Annex. Note: All further references in this instruction to WPNSTA Yorktown shall be all inclusive of WPNSTA Yorktown and Cheatham Annex unless specifically noted.

2. Background. Because of its unique environment, WPNSTA Yorktown has very specific actions that must be performed in advance of a storm's arrival. These actions, from past experience, have proven to be necessary to ensure safety of persons and property. The actions listed in enclosures (1) through (4) are a basis for actions and should by no means be considered complete in every way. After each successive storm

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or exercise, it is anticipated that the lists will be reviewed and updated utilizing lessons learned. References (a) through (d) provide general guidance regarding disaster preparedness and recovery operations. Specific guidance is listed below.

3. Responsibilities.

a. The Weapons Station Emergency Manager shall function as the chief advisor to the Commanding Officer regarding destructive weather preparedness and disaster recovery. All operations before and after the storm must go through the Emergency Manager in the Emergency Operations Center (EOC), Bldg 2029. The secondary EOC will be located in Bldg 1959, room 110.

b. The Self-Help Division of WPNSTA Yorktown and the Public Works Center (PWC), Peninsula Site will function in a primary role of maintaining site drainage by keeping potential debris hazards to a minimum. This will be conducted before and after the storm has passed.

c. The Port Operations Officer is responsible to ensure the preparedness of the assigned barges, the readiness of the tugs, and for keeping all ships berthed at WPNSTA Yorktown and Cheatham Annex piers aware of the current storm condition.

d. Each tenant command and storefront aboard WPNSTA Yorktown shall minimize known potential hazards within their designated areas of responsibility. Any tenant command or storefront desiring to maintain personnel on Station (ALPHA Personnel) during a major storm event shall notify the EOC. The number of ALPHA personnel shall be minimized to the lowest count necessary or required to accomplish the mission. Command and storefronts requiring personnel to remain on Station shall provide a list of individual's names, building locations, and phone numbers to the EOC at 887-7790/7791/7792/7793.

e. Each tenant command/storefront shall comply with enclosure (5) and if necessary, develop a unit specific checklist and provide a copy electronically to the EOC.

f. Tenant command/storefront checklists are to be reviewed and modified as needed each year by 15 May. Copies of updated checklists shall be forwarded electronically to the EOC.

g. Each tenant command/storefront shall, assign an officer, civilian employee or senior enlisted as their point of contact

or representative and one alternate (where possible) for all disaster preparedness operations. The following information is required for each representative and alternate assigned to disaster preparedness operations; work, home and cell phone numbers as well as a pager number and an email address (this information is necessary due to the unpredictable nature of storms). The above information should be reviewed at least semi-annually to maintain validity and forward any changes electronically to the EOC.

h. Tenant commands/storefronts shall be part of all disaster recovery operations and depending on the severity of damage may be tasked to provide additional support for base recovery operations (after Hurricane Isabel it took over 200 Sailors, Marines, and over 100 civilian contractors to conduct a base-wide recovery). A list of Alpha personnel with a designated point of contact or OIC/Supervisor shall be developed and forwarded electronically to the EOC. This list should be reviewed for validity and forwarded with any changes to the EOC prior to each storm at HURCON IV. This review should be incorporated into the organization's checklist as a line item for obtaining HURCON IV.

i. This instruction shall be reviewed and revised as needed annually in December.

4. Local knowledge and procedures. Recent major weather events impacting WPNSTA Yorktown have generated useful lessons learned. The areas listed below that are located on station are identified on enclosures (6) and (7):

a. Flood prone areas

(1) WPNSTA Yorktown non-restricted areas

(a) Baseball field area adjacent to Rochambeau Village,

(b) Telephone Center, Building 381

(c) Noble Romans Pizza, Building 376

(d) WPNSTA Yorktown Credit Union Building 1822

(e) Indian Fields Road from Main Road to Mason Row

(f) Japanese Gardens

(2) WPNSTA Yorktown Restricted Area

(a) Lee Road at Lee Pond

(b) Felgates Bridge

(c) Turkey Road at Building 25

(d) Building 27 (back side of Q)

(e) Harwood Lane near Building 29

(f) Skiffes Creek

(g) Black Swamp Crossing

(h) Perimeter Road at Ponds 10, 11, and 12

(3) WPNSTA Yorktown Cheatham Annex

(a) Cheatham Lake D Street

(b) Penniman Lake 4th Street

(4) Woodbridge Crossing Housing, on Jefferson Avenue in
Newport News

(5) Roads adjacent to WPNSTA Yorktown and WPNSTA
Yorktown Cheatham Annex

(a) Jefferson Avenue at Newport News Park

(b) Jefferson Avenue at I-64 overpass

(c) SR 238 along WPNSTA Yorktown fence line

(d) SR 199 Entrance to WPNSTA Yorktown Cheatham
Annex

(e) Colonial Parkway between WPNSTA Yorktown and
WPNSTA Yorktown Cheatham Annex

(f) Outside WPNSTA Yorktown Gate 3 at Route 143

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b. Storm surge on the lower York River:

(1) Historical events have shown a potential tidal surge of up to 9 feet is possible on the lower York River. Hurricane Isabel was a Category 2 Hurricane with a storm surge of 10 to 12 feet. The south leg of the R-3 pier was under water (this exceeded the prediction of the Saffir Simpson Hurricane scale, illustrating that storms are very unpredictable). The WPNSTA Yorktown pier has a nominal freeboard of 8 feet and the Cheatham Annex pier has a nominal freeboard of 12 feet at mean lower low water (Chart Datum-MLLW). Therefore there is a greater potential for the WPNSTA Yorktown pier to become submerged during the surge tide of a major hurricane than that of the Cheatham pier. The danger increases at times of spring tides and during east passing storms that "bottle up" the Chesapeake outflow during easterly winds. As a result of the possibility of this condition, no personnel will be permitted on the pier when the surge potential exists.

c. Wind damage:

(1) The next greatest danger from a severe storm after flooding is that of fallen/falling trees and limbs on buildings, power lines, and across roadways.

(2) Due to the unpredictable nature of storms, it is generally impossible to know beforehand from which direction we will receive the most severe winds. Therefore the following general information is provided.

(a) An East-passing storm will generally produce the following configuration of winds. Northeasterly during the approach turning northerly as it passes then northwesterly as it departs the area.

(b) A West-passing storm will generally produce the following configuration of winds. Southeasterly during the approach turning southerly as it passes then southwesterly as it departs the area.

(c) A storm passing overhead will generally produce the following configuration of winds. Easterly during the approach followed by calm as the eye passes then westerly as it departs the area.

d. Personnel Havens: Enclosure (8) contains a list of buildings designated as personnel shelters for personnel

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required to remain on station during a hurricane. This list is by no means complete or final. Any command or activity with a valid requirement to have personnel in buildings not listed in the enclosure shall request authorization from the Commanding Officer, Naval Weapons Station Yorktown. To limit personnel hazards from flooding and winds, all personnel remaining on station during a hurricane shall remain indoors within designated buildings.

e. Access and evacuation: The Commanding Officer shall determine and order the following as deemed necessary:

(1) Securing routine security patrols within and closing the restricted area (for personnel safety this will be ordered 24 hours prior to the storm's arrival).

(2) Closing station gates and limiting access only to essential personnel (designated with an "A" on the back of the WPNSTA Yorktown Station badge).

(3) Eliminating routine security patrols of the base.

(4) Securing access to the piers.

(5) Recommending the evacuation of housing.

f. Vehicle staging: Emergency and recovery vehicles shall be staged in preparation for each storm in a manner best suited for safety and accessibility. Vehicular shelters below are determined to be the safest vehicle storage areas for flooding and wind blown debris. Flood prone areas are identified in enclosures (6) and (7).

(1) Q area north side WPNSTA Yorktown

(2) PWC vehicle lot east side WPNSTA Yorktown

(3) Fleet Hospital area at Cheatham Annex

(4) Former Cold Storage facility - Railroad side - Cheatham Annex

g. Manning and personnel:

(1) At HURCON III, the WPNSTA Yorktown EOC shall be manned continuously to provide communication and coordination of damage control efforts. EOC personnel shall be on a 12-on and 12-off rotation shift until the setting of HURCON I, at which

time the EOC will be fully manned and all personnel remain on station continuously.

(2) WPNSTA Yorktown CDO shall take up station in the EOC at HURCON II.

(3) Two WPNSTA Yorktown duty sections (oncoming and off-going) will remain on Station and berth in Bldg 93, Self-Help upon the setting of HURCON I.

(4) The designated point of contact from each tenant command/storefront will be responsible to contact the EOC to provide assistance for recovery operations and will be informed when the base will be reopened for individual command restoration and the resumption of normal operations.

(5) All personnel who are required to remain on Station should arrive with the following in adequate supply for several days:

(a) Food and water, (neither may be available for several days).

(b) Several changes of uniform, especially socks and at least one spare pair of boots.

(c) Personal hygiene items.

(d) Cash for meals (meals provided by the galley will need to be paid for).

(e) Sleeping bags/blankets.

(6) Alpha personnel required to remain on base shall berth in the locations listed in enclosure (8).

5. Recovery operations. Enclosure (9) lists the primary route clearance priorities for WPNSTA Yorktown and enclosure (10) lists those routes for WPNSTA Yorktown Cheatham Annex. The identified routes will be cleared by the priority listed in the enclosures unless otherwise directed by the EOC. All routes listed as priority one will be cleared simultaneously as assets and personnel permit. Likewise, priority two areas will be worked simultaneously upon completion of priority one routes.

a. Emergency route clearance.

b. Housing route clearance.

c. Recovery operations, barracks, galley support areas.

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d. No recovery operations in limited area until life safety and quality of life issues have been addressed.

e. Specific mission support issues will be addressed by the EOC staff.

A handwritten signature in black ink, appearing to read 'PGB-Q'.

P. G. BEIERL

Distribution:

List I, II, III (Case A)

HURRICANE READINESS CONDITIONS ACTION TABLE
WPNSTA EOC
Yorktown/SOPA (Admin) Yorktown Subarea

START DATE: _____ **COMPLETION DATE:** _____

DESCRIPTION OF TASK	V 96	IV 72	III 48	II 24	I 12
1. Notify all tenant commands/storefronts of hurricane condition.					
2. Query tenant commands/storefronts which have not reported attainment of condition.					
3. Notify the Regional Operations Center in Norfolk when condition is set.					
4. Coordinate disaster preparedness efforts with all tenant commands, storefronts, Federal, State and County Emergency Managers.					
5. Activate heavy weather command net and establish guard (heckler radio system is at security dispatch).					
6. Check WPNSTA Yorktown and Woodbridge housing areas.					
7. Perform WPNSTA Yorktown inspection and pass down problem areas for action (use WPNSTA Yorktown checklist).					
8. Call a meeting of all tenant commands/storefronts at WPNSTA Yorktown for briefing. Schedule meeting when setting COR IV.	XXX XXX				
9. Stage 4x4 vehicles at command center and remote locations.	XXX				
10. Activate EOC (man 24 hours).	XXX	XXX			
11. Close restricted area by direction.	XXX	XXX	XXX		
12. Recall WPNSTA Yorktown/Tenant Disaster teams as required.	XXX	XXX	XXX		
13. Cancel liberty for all WPNSTA Yorktown duty section personnel.	XXX	XXX	XXX	XXX	
14. Begin evacuation in accordance with CNRMA order (MUST HAVE RPA APPROVAL).	XXX XXX	XXX XXX	XXX XXX	XXX XXX	
15. Notify all tenant commands/storefronts of scheduled shut down of utilities, if required due to storm size and strength.	XXX XXX	XXX XXX	XXX XXX	XXX XXX	

*Note all references to WPNSTA Yorktown refer to WPNSTA Yorktown and Cheatham Annex.

Enclosure (1)

HURRICANE READINESS CONDITIONS ACTION TABLE SELF- HELP

START DATE: _____ COMPLETION DATE: _____

DESCRIPTION OF TASK	V 96	IV 72	III 48	II 24	I 12
1. Advise Security Officer that no ASF support will be provided.		XX	XX	XX	XX
2. Update alpha and recall lists of personnel.		XX	XX	XX	XX
3. Check storm drains at telephone bldg., City Limits, Shed 8, Bldg 31A, and Roosevelt Road.			XXX XXX	XX XX	
4. Secure picnic tables/trash dumpsters/materials/storage lockers/gazebos.			XXX	XX	XX
5. Prepare sandbags for use and store in predetermined area (set in position as needed).			XXX XXX	XX XX	XX XX
6. Ensure readiness of all recovery materials and equipment (rakes, chainsaws, plywood, etc.).			XXX XXX	XX XX	XX XX
7. Ensure proper operation of all emergency generators.			XXX	XX	XX
8. Fill gas cans for recovery equipment.			XXX	XX	XX
9. Fuel all vehicles and stage in protected areas.			XXX	XX	XX
10. Fuel all heavy equipment and stage in predetermined areas.			XXX	XX	XX
11. Check and clear pond drain gates.			XXX	XX	
12. Check and clear culverts at map coordinates listed below.			XXX	XX	
- Hobby Shop EE-21					
- Car wash culvert EE-21					
- Chapel- Halstead culvert EE-22					
- Halstead Warehouse culverts CC-25					
- Juvenal\Lee Road culverts (3) CC-22					
- Spring Road culvert W-28					
- Bldg 1959 culvert W-31					
- Wolf/Lee Road culvert Y,X-24					
- Turkey Road culvert W-21					
- Gate 3 culvert GG-21					
- Longfellow Road culvert EE-20					
- Bldg. 2030 culvert BB-22					
- Wolf Road culvert Y-20					

Enclosure (2)

HURRICANE READINESS CONDITIONS ACTION TABLE
PUBLIC WORKS OFFICER

START DATE: _____ **COMPLETION DATE:** _____

DESCRIPTION OF TASK	V 96	IV 72	III 48	II 24	I 12
1. Notify all civilian contractors and inspect all construction sites to ensure that all materials are secured or removed before contractors seek shelter.				XX XX XX	XXX XXX XXX
2. Ensure all Disaster Preparedness recovery transportation equipment is ready for dispatch.					
3. Inspect and protect all utility systems (elec., steam, water, sewage).					
4. Recall 4x4 vehicles and stage at Command Center and remote locations.	XXX				
5. Provide for the maximum protection of recovery vehicles.	XXX	XXX			
6. Inspect all emergency power sources, to ensure proper fuel, operation, and safety.		XXX XXX	XX XX		XXX XXX
7. Supply a Public Works representative for the Command Control Center.	XXX XXX	XXX XXX	XX XX	XX XX	
8. Sandbag pump stations.	XXX	XXX	XX		
9. Pre-stage all disaster recovery equipment.	XXX	XXX			
10. Direct the shutdown of utilities as required.	XXX	XXX	XX		

HURRICANE READINESS CONDITIONS ACTION TABLE
WPNSTA YORKTOWN DOCKMASTER STOREFRONT
BUILDING 687

START DATE:_____ COMPLETION DATE:_____

DESCRIPTION OF TASK	V	IV	III	II	I
1. Time notified of storm condition.					
2. Complete required actions to set storm condition.	XXX	XXX	XXX	XXX	XXX
3. Notify Command Control Center condition set. Phone: (757)-887-7790 / 7791	XXX	XXX	XXX	XXX	XXX
4. Review procedures listed in Disaster Preparedness instructions, and your specific checklist.	XXX				
5. Conduct condition inspection of areas of responsibilities and correct: -Clogged drains or drainage ditches. -Check building doors, windows, roof, gutters, drains, etc. -Loose material or debris that could become a hazard is stored or tied down securely. -Contact Self-Help for tools.	XXX				
6. Alert all personnel assigned of the current condition declared, and brief them on action items they are required to perform.	XXX	XXX	XXX	XXX	XXX
7. Advise Command Control Center of any problems that are beyond the capabilities of the department.	XXX	XXX	XXX	XXX	XXX
8. Assist Installation Commander as available.	XXX	XXX	XXX	XXX	XXX
9. Ensure foul weather gear is available and ready for use.	XXX				
10. Ensure that the recall data for all personnel assigned is current and correct. Provide Command Control Center with a list of alpha personnel and recovery teams.	XXX				
11. Brief personnel with dependents to ensure they understand what to do (i.e., food, water, supplies, and shelter).	XXX			XXX	
12. Identify all special needs for dependents and advise the housing office if located in base housing (i.e., handicapped, disabled).	XXX				
13. Commence storage of equipment and material not mission essential that will be exposed to the storm.		XXX			
14. Prepare to secure facilities. Sandbag as needed to control flooding. (Obtain sandbags from Disaster Preparedness and sand from PWC).			XXX		
15. Ensure your contractors are notified of the storm conditions and that the contractor is taking the necessary precautions for that condition.	XXX	XXX	XXX	XXX	XXX
16. Secure milvan behind Building 687.	XXX				
17. Take hand held marine band radio and charger to Disaster Prep.			XXX		
18. Secure electronic equipment in Bldg 687.			XXX		
19. Brief personnel on recall procedures and to be prepared to assist in disaster recovery operations. Each activity must advise Command Control Center of POC for disaster recovery teams.		XXX			
20. Suspend all non-essential duties and functions and release non-essential personnel and explain when they should return.				XXX	
21. Ensure that all vehicles assigned are stored in a safe/protected area.				XXX	
22. Pre-stage emergency equipment and materials in protected area.			XXX		

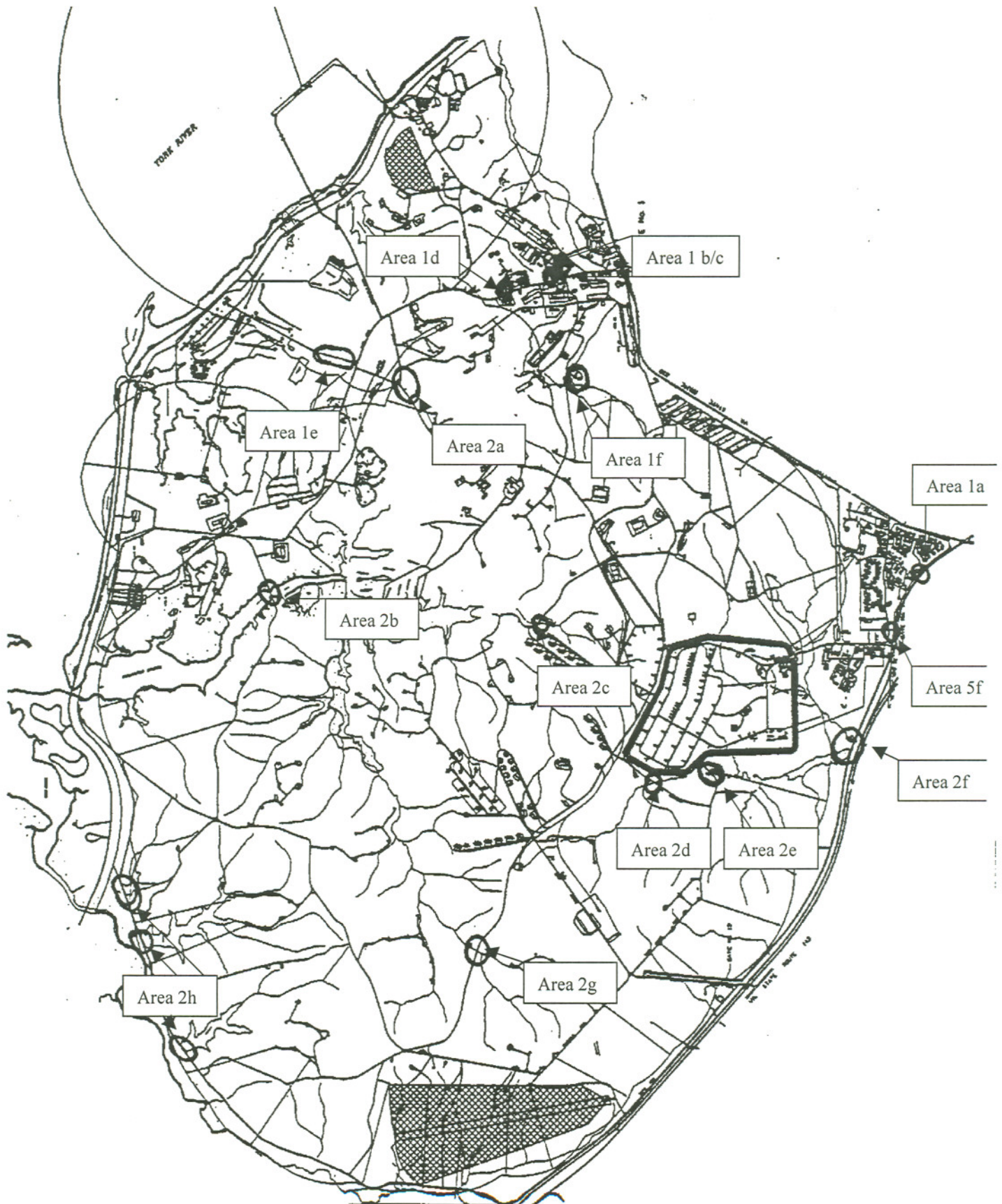
HURRICANE READINESS CONDITIONS ACTION TABLE TENANT COMMANDS & STOREFRONTS

START DATE: _____ COMPLETION DATE: _____

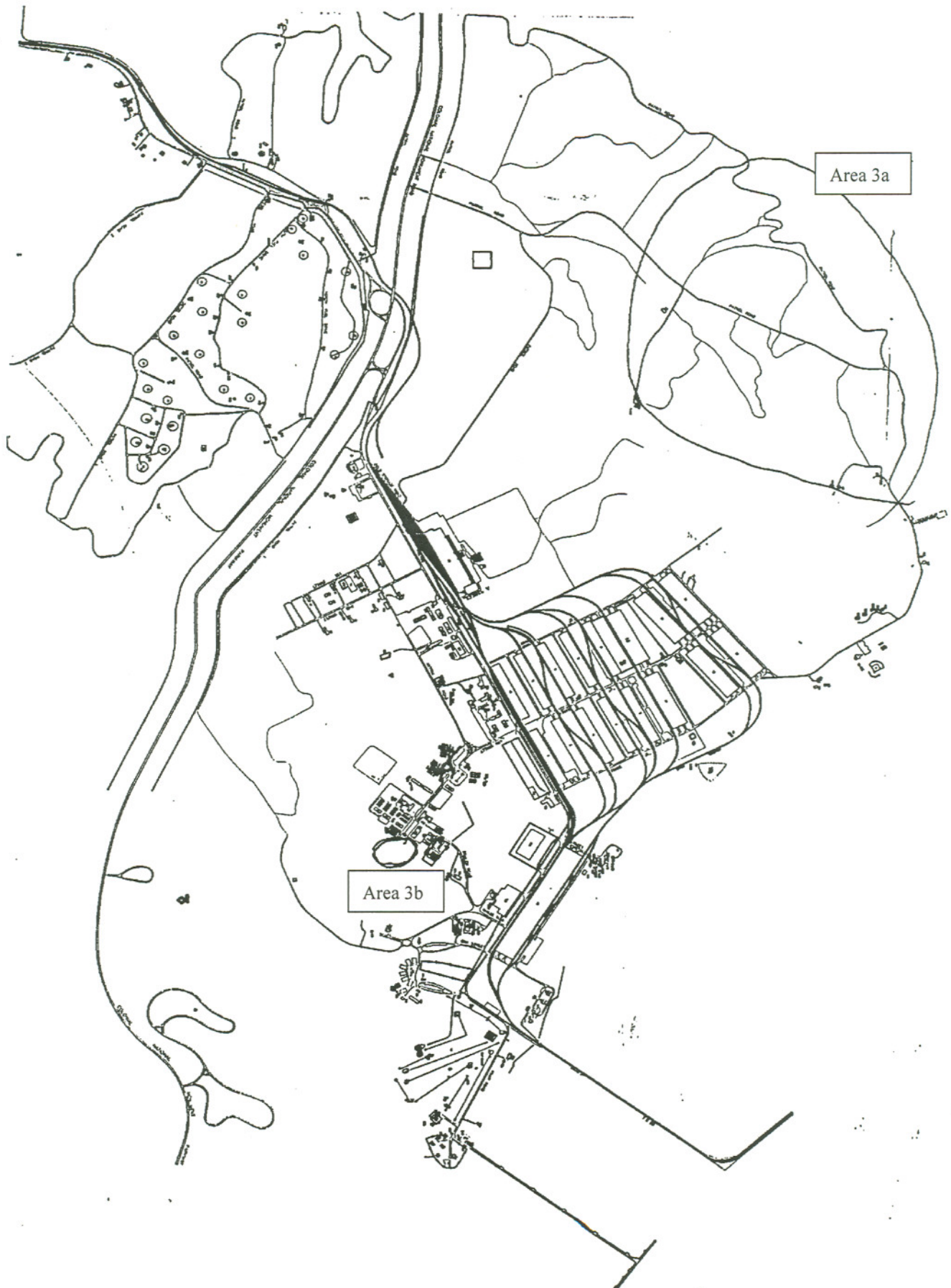
DESCRIPTION OF TASK	V 96	IV 72	III 48	II 24	I 12
1. Time notified of storm condition.					
2. Complete required actions to set storm condition.					
3. Notify command control center condition set. Phone: (757)-887-7790/7791					
4. Review procedures listed in Disaster Preparedness instructions, and your specific checklist.					
5. Conduct condition inspection of areas of responsibilities and correct: - Clogged drains or drainage ditches. - Check building doors, windows, roof, gutters, drains, etc. - Check to ensure that equipment/loose material or debris that could become a hazard is stored or tied down securely. Contact Self-Help for tools.					
6. Alert all personnel assigned of the current condition declared, and brief them on action items they are required to perform.					
7. Advise EOC of any problems that are beyond the capabilities of the command.					
8. Ensure that the recall data for all personnel assigned is current and correct. Provide EOC with a list of alpha personnel and recovery teams.		XXX XXX XXX	XXX XXX XXX	XXX XXX XXX	XXX XXX XXX
9. Brief personnel with dependents to ensure they understand what to do (i.e., food, water, supplies, and shelter).				XXX XXX	XXX XXX
10. Identify all special needs for dependents and advise the housing office if located in base housing (i.e., handicapped, disabled).			XXX XXX	XXX XXX	XXX XXX
11. Prepare to secure facilities. Sandbag as needed to control flooding (obtain sandbags from disaster preparedness Bldg. 2029 and sand from PW Bldg. 427).			XXX XXX XXX	XXX XXX XXX	XXX XXX XXX
12. Ensure your contractors are notified of the storm conditions and that the contractor is taking the necessary precautions for that condition.				XXX XXX	XXX XXX
13. Brief personnel on recall procedures and to be prepared to assist in disaster recovery operations. Activity must advise EOC of POC for disaster recovery teams.	XXX XXX XXX	XXX XXX XXX			
14. Suspend all non-essential duties and functions and release non-essential personnel and explain when they should return.	XXX XXX	XXX XXX	XXX XXX		
15. Ensure that all vehicles assigned are stored in a safe/protected area.	XXX	XXX	XXX		
16. Pre-stage emergency equipment and materials in protected area.	XXX	XXX			
17. Ensure barracks personnel are taken care of.	XXX	XXX	XXX		

NOTE: POST STORM TENANT COMMAND/STOREFRONT REPRESENTATIVES WILL CALL DISASTER PREPAREDNESS AT 887-7790/7791 OR ON THE EMERGENCY CELL PHONE (NUMBER TO BE PROVIDED AT

WPNSTA YORKTOWN BASE MAP



CHEATHAM ANNEX BASE MAP



List of Occupied Buildings

WPNSTA OCCUPIED BUILDINGS			
BLDG NR	BLDG NAME	COMMAND	POWERED
2029	EOC	WPNSTA	Y
702	SECURITY	SECURITY	Y
1806	CLINIC	MEDICAL	Y
703	FIRE STATION #1	FIRE DEPARTMENT	Y
461	FIRE STATION #2	FIRE DEPARTMENT	Y
1808	2 ND FAST HQ	2 ND FAST CO	Y
1896	PWC MAINTENANCE	PWC	Y
706	BEQ	NSA	N
1798	NOSTRA	NOSTRA	N
719	MWR MAINT	MWR	N
93	SELF HELP	WPNSTA/PWC	N
1807	MARINE BEQ	2 ND FAST CO	N
705	GALLEY	NSA	*

CHEATHAM ANNEX OCCUPIED BUILDINGS			
BLDG NR	BLDG NAME	COMMAND	POWERED
119	FIRE STATION # 3	FIRE DEPARTMENT	Y
296	BEQ	NSA	N
11	OFFICE	NCWG2	N
224	OFFICE	NCWG2	N
113	OFFICE	NCWG2	N
150	OFFICE	NCWG2	N
236	GALLEY	NSA	*

WPNSTA KEY UNOCCUPIED BUILDINGS			
BLDG NR	BLDG NAME	COMMAND	POWERED
381	TELEPHONE EXCHANGE	BASE COMM	Y
497	GAS STATION	PWC	Y
1959	AOC HEADQUARTERS	AOC	N
466	IT OFFICE	PMIT	N
708	STEAM PLANT	PWC	N

* GENERATOR TO BE SET UP AFTER STORM PASSES

WPNSTA YORKTOWN DEBRIS REMOVAL PLAN
(Debris Clearance Priorities for WPNSTA Yorktown)

Priority #1

1. Main Road from Gate 1 to Fire Station Number 2
2. Access to Fire Station Number 2
3. Access to Headquarters Building (Bldg. 1959)
4. Spring Road from Barracks Road to Bollman Road
5. Lee Road from Main Road to Wolf Road
6. Indian Field Road from Main Road to Mason Row
7. Mason Row
8. Kiskiak Road and Kiskiak Circle
9. Manley Road to the NAVSURFWARCEN IHDIV DET Yorktown Office Building (Bldg. 457)
10. Access roads to NAVSURFWARCEN IHDIV DET Yorktown Chemistry Lab and Explosive Processing Building
11. Required magazines and access roads (as designated by Ordnance and NAVSURFWARCEN IHDIV DET Yorktown)
12. Roosevelt Road and Pier
13. Access roads to Medical, Dental, and NAVOPHTHALSUPTRACT Bldgs.
14. Bollman Road from Spring Road to Old Williamsburg Road
15. Old Williamsburg Road from Gate 1 to Halstead Road
16. Halstead Road
17. Access to Fire Station Number 1
18. Shupper Road (Barracks and Galley access roads)
19. BOQ access road
20. Hamilton Redoubt, Garrison Way, Covenant Trace access roads, NEX, and Gym

CAX DEBRIS REMOVAL PLAN

(Debris Clearance Priorities for Cheatham Annex)

Priority #1

1. Main road (Sanda Ave.) from Gate 1 to Supply Pier
2. Access to and around Security Building (Bldg. 109)
3. Access to and around Fire Station Number 3 (Bldg. 119)
4. Access to and around Headquarters Building (Bldg. 108)
5. Pier
6. Access to Officer Housing (Point St.) and Junior Officer Housing ("F" St.)
7. Access to and around Officer and Enlisted Quarters (off 4th St.)
8. Access to and around dining facility
9. Access to and around Maintenance and Utilities Building (Bldg. 150)



A TTN:
SN GAYEL

1155 Nider Blvd
Norfolk, VA 23521-2732

(757)462-7226
DSN 253-7226

PSD Little Creek *Action FAX*

TO	FAX No.	TO	FAX No.
<input type="checkbox"/> Receipts	462-7537	<input type="checkbox"/> Transfers	462-8723
<input type="checkbox"/> Personnel Customer Service	462-8092	<input type="checkbox"/> Reenlistments	462-8723
<input type="checkbox"/> Education Services Office	462-7537	<input type="checkbox"/> Students/LIMDU/HUMS	462-7537
<input type="checkbox"/> MILPAY	462-7945	<input type="checkbox"/> Travel (Travel Claims)	462-4536
<input type="checkbox"/> Separations/Retirements	462-8723	<input type="checkbox"/> Officer Records	462-8723

Please Print Clearly, thank you!

From:	YN I WARREN		Cmd Cntrl #	
Command:	NWSY YORKTOWN		Pages:	(including this cover)
Phone:	887-4976	Fax:		Date:
Subj:	SPECIAL REQUEST CHIT 1CO YNSA GERRINS			
Attachments?	REQUEST CHIT			

MEMO: _____

.....
Acknowledgement Endorsement: FROM: _____, PSD Little Creek

I. I have received this FAX (with attachments) for action. Further feedback will be forthcoming NLT _____.

.....
Print Name, Phone

Action Completed Endorsement: FROM: _____, PSD Little Creek

I. Action on this FAX is: ☐ Completed _____
Date

☐ Not Completed _____

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